The Access Idaho Steering Committee meeting was held on Thursday, March 16, 2000, from 1:30 to 3:30 p.m., East Conference Room, J.R. Williams Building, Boise, ID.

CALL TO ORDER, WELCOME

The meeting was called to order by Bill Farnsworth, who welcomed members and others present.

ATTENDANCE

Members Present:

Mr. Chuck Goodenough, Secretary of State's Office
Mr. Scott Somerhalder, Idaho Information Consortiu
Mr. Keith Bumsted, Department of Transportation
Mr. John McAllister, Department of Labor
Mr. Rob Spofford, Department of Water Resources
Mr. Bill Farnsworth, ITRMC Project Team

Others Present:

Mr. Jon Eckerle, Department of Administration
Ms. Carol Silvers, Idaho State Library
Mr. John Olson, Department of Administration
Mr. Chuck Knapp, Idaho Information Consortium
Ms. Karen Bresnahan, ITRMC Project Team

Absent Members:
Mr. Mark Little, Division of Purchasing

APPROVAL OF FEBRUARY 10, 2000 MINUTES

Bill Farnsworth called the meeting to order and invited comments on the February 10, 2000 Minutes. Rob Spofford moved and John McCallister seconded that the Minutes be approved and the motion passed unanimously.

ACCESS IDAHO REPORT

Scott Somerhalder, General Manager of IIC, provided the Committee with a report on Access Idaho, current activities, marketing plans and a listing of projects completed and in progress.

Access Idaho is a project for streamlining accessibility to state government electronic services and information. The State of Idaho has established a statewide contract with Idaho Information Consortium (IIC) to provide gateway or "portal" services. IIC is working on a re-design of the State Home Page to enable citizens to navigate easily from there to all agency web sites for the use of E-Government applications. IIC will be assisting agencies in web page design and development of On-line applications.

Current Activities
Meeting have taken place between IIC and the Idaho Transportation Department, Secretary of State's Office, Bureau of Occupational Licensing, Departments of Water Resources, Labor, Natural Resources,

Health and Welfare, Insurance, Parks and Recreation, Fish and Game, State Board of Education, State Tax Commission, Treasurer's Office, and City of Boise

IIC reported they have hired an office manager and two additional programers for their E-Commerce application team, bringing their staff number to seven.

The meeting was highlighted by a visual preview and demonstration of the most recent version of the re-designed State Home Page, (accessidaho.org). The Home Page re-design is not intended to change any of the existing agency web sites, but to make it easier to access them, said Somerhalder. IIC has been working closely with agency web masters, the ITRMC Project Team, and the Department of Administration in finalizing graphics for the new Home Page. The portal is near completion, however, a date has not been established for the official "unveiling" of the site.

Agreement Finalized

An agreement has been finalized between IIC and the **Secretary of State's Office**, for distributing On-line information. An application is being developed which would allow businesses and citizens to conduct On-line searches for a listing of Idaho businesses, with options for obtaining *Certificates of Existence*.

Projects Completed

Somerhalder reported significant progress on portal infrastructure development. IIC has completed development of Home Page functions, including**:**

* ❖ **A Calendar-** agencies will be able to post information on meetings and events to the state Home Page, as well as their respective agency web sites
* ❖ **Press Releases-** agencies will be able to "cut and paste" press releases from existing documents onto the State Home Page
* ❖ **How do I?-** agencies will be able to provide input on frequently asked questions for this Home Page search function.

Projects in development

Current projects being developed by IIC are as follows**:**

* ➤ **Department of Transportation** -**Batch Driver's Records** (access authorized by IDT only)
* ➤ **Secretary of State's Office** **-On-line Business Searches**
* ➤ **Department of Water Resources** **-On-line Well drilling permits**
* ➤ **Cybercash (Vendor used by IIC)** **-credit-card-functionality,** allowing agencies to utilize credit card transactions for E-Government services

Among new projects being considered, IIC has begun discussions with the Occupational Licensing Board on web placement of 18 different state licenses, the Department of Fish and Game on development of On-line hunting and fishing licenses, and the Department of Parks and Recreation on placing a variety of permitting forms On-line.

In his report, Somerhalder said he has received positive feedback from the agencies, many of which are anxious to move quickly on application development. He welcomed feedback from the Committee on ideas relating to the Home Page or potential applications.

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HOME PAGE DISCUSSION
Keith Bumsted suggested IIC consider using "scrolling" news items of the top ten stories in the current event portion of the page. Items could be categorized, such as news, sports, legislation, and weather, he added.

Farnsworth said the addition of things to the page will depend upon how it affects the "loading time" (the time it takes for the page to download). The newly designed page is loading approximately <u>50 percent faster</u> than the current Idaho Home Page, he noted.

John McCallister inquired about the time frame for the availability of a "template" for agency use in designing their own web pages and Somerhalder said it would ready sometime in April.

Jon Eckerly, Department of Administration, said he would like to see a line explaining where the photograph was taken. Farnsworth suggested if someone "clicks" on the picture, it might link them to the tourism sight. Discussion has also take place on the possibility of having the picture change periodically.

PORTAL TIMETABLE

Project Priority
Farnsworth said a major consideration in the prioritizing of portal projects will be the number of citizens the application benefits, and how easily and quickly it can be developed.

Interfacing with State Networks
Farnsworth explained that the Department of Administration will need to shut down its router to allow installation of computer equipment needed for the interface with IIC. After the legislative session ends, the procedure will take place, he said.

Portal Public Announcement
Plans are underway for the final rollout of the new Home Page, said Farnsworth. One option being considered, is the use of "password protected" access, allowing agencies and web masters to provide feedback prior to the official rollout. A Governor's Press Conference is expected to be scheduled for the official announcement of the new State of Idaho Home Page.

SERVICE LEVEL AGREEMENT REVIEW
The Secretary of State's agreement with IIC is not subject to review by the Committee, noted Farnsworth. Several other SLA's are pending and will be available for review at next meeting. An SLA Template for agency use is currently being reviewed by the Department of Administration's Deputy Attorney General.

NEW BUSINESS/ ADJOURNMENT
Being there was no new business to come before the Committee, Farnsworth adjourned the meeting at 3:30 p.m.

NEXT MEETING
Next meeting will be Thursday, April 20, 2000, West Conference Room, J.R. Williams Building.

Respectfully submitted,

Karen Bresnahan,
ITRMC Project Team

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